

## Specific requirements for outreach services

- ✓ Payment must be in form of BANK DRAFT or via Pay.gov depends on service you are applying, see detailed instructions below.
- ✓ *On-line payment for Courier Pass Back envelope* is required for all passport services, see detailed instructions below.
- ✓ CBRA service is NOT available during outreach, see Report the Overseas Birth of a U.S. Citizen Child <https://th.usembassy.gov/u-s-citizen-services/child-family-matters/report-the-overseas-birth-of-a-u-s-citizen-child/>

## Available Services and Fees:

- **Passport renewal\*:**

- Minor ages 0-15 years old, **4995THB/Bank draft**; see Minor <https://th.usembassy.gov/u-s-citizen-services/passports/minor-passport-renew/> )
- Applicant ages 16 and over, **6105THB/Bank draft**; see First Adult Passport, ages 16 and older <https://th.usembassy.gov/u-s-citizen-services/passports/applicants-16-and-older/>
- Adult, holding 10 years valid passport, **\$130/ via Pay.Gov**; see Adult Passport Renewal <https://th.usembassy.gov/u-s-citizen-services/passports/adult-passport-renew/>

- **Notaries\*: 1850THB/Bank draft, each seal**

U.S. Consular Officers may provide specific notarial services authorized by relevant U.S. law and Department of State policy for all U.S. citizens. In addition, they can provide services for any person regardless of nationality so long as the document being notarized is required for use within the jurisdiction of the United States and is authorized by relevant U.S. law.

Please view this [link](#) to learn about the services we CAN and CANNOT provide.

*\*Please provide clear photocopies of ALL required documents*

❖ **How to purchase a bank draft?**

Purchase a **BANK DRAFT** from one of the following banks **ONLY**.



ดราฟท์/Draft



ตั๋วแลกเงิน/Bill of Exchange



ตั๋วแลกเงิน/Draft

**Pay to: American Embassy Bangkok**

**Amount:** see Available service and fees

**Important:** Please check for correctness on the issued bank drafts prior to leaving the bank. DO NOT write on the bank draft.

กรุณาตรวจสอบความถูกต้องบนตั๋วแลกเงินก่อนออกจากธนาคาร และห้ามเขียนข้อความใดๆ ลงบนตั๋วแลกเงิน

The diagram shows a bank draft form with the following fields and callouts:

- 1: ธนาคาร (BANK)
- 2: ตั๋วแลกเงิน / หรือ ดราฟท์ (BILL OF EXCHANGE / OR DRAFT)
- 3: วันที่ (DATE) in DD/MM/YYYY format
- 4: จ่าย PAY \*\*\*AMERICAN EMBASSY BANGKOK\*\*\*
- 5: จำนวนเงิน บาท (AMOUNT BAHT) with a note to see the application fee list. The amount is shown as XXXXX XXXXXXXXX and X,XXX.XX.
- 6: signature (AUTHORIZED SIGNATURE)

**Courier Pass Back Envelope** (for all passport services)

Pay **Courier Pass Back** electronically via **Thailand Post Mart website**.

(If the page appears in Thai, you may use a translate function into English at the top right corner of the page.)

- Complete all required information, see \*asterisk
- Provide Applicant's full name and correct mailing address at both billing and shipping address.
- Printout the electronic payment confirmation with invoice number THPxxxx

